

**Maryland State Archives
Records Retention Schedules Approved
Since Hall of Records Commission Meeting
on 11/14/29019**

Aberdeen Police Department, Code Enforcement Unit

Appr: 12/05/2019 RM Sch.#M429 MSA S1522-405

Anne Arundel County Office of Central Services, Risk Management Division

Appr: 01/06/2020 RM Sch.# C1399 MSA S1521-1478 Supersedes C906

Baltimore County Health and Human Services Baltimore County Local Management Board

Appr: 04/08/2020 RM Sch.# C1490

Baltimore County Public Schools, School Records

Appr: 03/24/2020 RM Sch.# C1483

Baltimore County Public Schools, Student Records

Appr: 03/24/2020 RM Sch.# C1482

City of Cambridge, Administration

Appr: 12/16/2019 RM Sch.# M398 MSA S1522-410

City of Frederick, Facilities

Appr: 04/01/2020 RM Sch.# M442

City of Frederick, Frederick Municipal Airport (FDK)

Appr: 12/05/2019 RM Sch.# M435 MSA S1522-406 Supersedes M143

Gaithersburg Police Department

Appr: 02/18/2020 RM Sch.# M439 MSA S1522-413 Supersedes M301

Maryland Department of Agriculture, Animal Health Section

Appr: 02/26/2020 RM Sch.# 2909 MSA S1568-4121 Supersedes 2573

Maryland Department of State Police, Chemical Test for Alcohol Unit (CTAU)

Appr: 01/22/2020 RM Sch.# 971-41-2 MSA S1568-4119 Supersedes 971-41-1

Maryland Department of State Police, Chemical Test for Alcohol Unit (CTAU)

Appr: 03/24/2020 RM Sch.# 971-41-2a

Maryland Department of the Environment (MDE), Operational Services Administration, Office of Fiscal Services

Appr: 11/20/2019 RM Sch.# 2946 MSA S1468-4113 Supersedes 2633

Maryland Department of the Environment, Operational Services Administration

Appr: 02/26/2020 RM Sch.# 2942 MSA S1468-4120 Supersedes 2614A2

Maryland Department of Transportation (MDOT), The Secretary's Office (TSO), Office of Diversity and Equity (ODE)

Appr: 12/03/2019 RM Sch.# 2950 MSA S1468-4116 Supersedes 2389

Maryland Department of Transportation (MDOT), The Secretary's Office (TSO), Office of Human Resources (OHR)

Appr: 12/03/2019 RM Sch.# 2941 MSA S1468-4114 Supersedes 1822

Maryland Department of Transportation (MDOT), The Secretary's Office (TSO), Office of Planning & Capital Programming (OPCP)

Appr: 01/06/2020 RM Sch.# 2926A MSA S1468-4117

Maryland Department of Transportation (MDOT), The Secretary's Office (TSO), Office of Public Affairs (OPA)

Appr: 12/03/2019 RM Sch.# 2948 MSA S1468-4115

Maryland Transportation Authority (MDTA), Police

Appr: 01/06/2020 RM Sch.# 2951 MSA S1468-4118

Maryland Department of Transportation (MDOT), The Secretary's Office (TSO), Office of Transportation Technology Services (OTTS)

Appr: 11/04/2019 RM Sch.# 2923A2 MSA S1468-4112

Montgomery County, Village of Chevy Chase, Section 5

Appr: 12/05/2019 RM Sch.# M414 MSA S1522-404

St. Mary's County Department of Public Works and Transportation

Appr: 12/03/2019 RM Sch.# C1454 MSA S1521-1477 Supersedes C1268

St. Mary's County, Recreation and Parks, Museums

Appr: 11/20/2019 RM Sch.# C1443 MSA S1521-1476

Town of Chevy Chase View

Appr: 12/05/2019 RM Sch.# M306A MSA S1521-407

Town of Emmitsburg, Accounting Department, Finance

Appr: 11/13/2019 RM Sch.# M406 MSA S1522-402

Town of Emmitsburg, Administration

Appr: 12/16/2019 RM Sch.# M408 MSA S1522-408 Supersedes M28

Town of Emmitsburg, Planning and Zoning Department

Appr: 12/16/2019 RM Sch.# M407 MSA S1522-409 Supersedes M28

Town of Garrett Park

Appr: 12/05/2019 RM Sch.# M409 MSA S1522-403

Town of Glen Echo

Appr: 01/06/2020 RM Sch.# M437 MSA S1522-411

Village of North Chevy Chase, Montgomery County

Appr: 02/10/2020 RM Sch.# M430 MSA S1522-412

Retention Schedule Summary

State agency schedules approved - 11

County agency schedules approved - 6

Municipal agency schedules approved - 13

Total number of State Archives schedules approved - 30

Images of all approved State Archives schedules are available online at

http://msa.maryland.gov/msa/intromsa/html/record_mgmt/approved_schedule.html